

Draft
BOARD of FINANCE, REGULAR MEETING
Tuesday –May 16, 2006,
7:30 pm, Town Hall, Room 206

Peter Hovell called the meeting to order at 7:30pm. All members were present with the exception of Kathy Hammell and Tom Volpe. Kate Buch was also present. Seth Morton, RTM member, was in the audience. Barbara Cook left the meeting early at approximately 8:05 pm. A copy of the agenda and its attachments are appended to these minutes.

RFQ for FINANCIAL ADVISOR On a motion by Craig Curtis that was seconded and approved 5-0-0, Kathy Hammell and Kate Buch were assigned the responsibility of preparing an RFQ for a Financial Advisor and putting it out prior to the BOF's June meeting.

POLICE DEPARTMENT-YOUTH BUREAU On a motion by Craig Curtis that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302223 81001	Invest. & ID -	1,250	10302253 81004	Youth Bureau -	1,250
	Full Time Salary			Overtime Salary	
	TOTAL	1,250		TOTAL	1,250

POLICE DEPARTMENT-ELECTRICITY On a motion by Barbara Cook that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302233 81001	Patrol -	8,000	10302323 82051	Station Oper. -	8,000
	Full Time Salary			Electricity	
	TOTAL	8,000		TOTAL	8,000

POLICE DEPARTMENT-TUITION On a motion by Barbara Cook that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302233 81001	Patrol -	1,168	10302273 82005	Training-Tuition	1,168
	Full Time Salary				
	TOTAL	1,168		TOTAL	1,168

POLICE DEPARTMENT-PROFESSIONAL SERVICES (space needs assessment)

On a motion by Barbara Cook that was seconded and approved 4-1(Curtis)-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302223 81001	Invest. & Ident.- Full Time Salary	7,500	10302213 82007	Professional Services	7,500
	TOTAL	7,500		TOTAL	7,500

PUBLIC WORKS – SNOW REMOVAL On a motion by Barbara Cook that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10407011-81001	F.T Salaries	12,785	10402144-83021	Ice Control Materials	5,466
10402144-82051	Electricity	15,000	10402144-81004	Overtime	25,000
10401011-82050	Telecomm	1,000	10407011-81004	Overtime	\$1,000
10402144-81001	FT Salaries	2,606			
10401011-82007	Prof Services	75			
		31,466			31,466

PUBLIC WORKS-HEATING FUEL On a motion by Barbara Cook that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10407011-81000	F.T Salaries	1,104	10407011-83005	Heating Fuel	1,104
10407011-81000	F.T Salaries	6,703	10402144-83005	Heating Fuel	6,703
10407011-81000	F.T Salaries	880	10407011-82054	Sewer Use	880
		8,687			8,687

PUBLIC WORKS-SOLID WASTE On a motion by Barbara Cook that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
24545154-82041	Facility Rep & Maint	\$1,700	24545154-81004	O.T.	\$1,700
24545154-82041	Facility Rep & Maint	\$500	24545154-83012	Public Info. Materials	\$500
24545154-82041	Facility Rep & Maint	\$372	24545184-83007	Operating Supplies	\$372
		\$2,572			\$2,572

PUBLIC WORKS –PERSONNEL On a motion by Barbara Cook that was seconded and approved 5-0-0, the following transfer was approved:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10401011-82007	Professional services	\$1800	10401011-81003	Seasonal & Temporary Salary	\$1800
	TOTAL	\$1800		TOTAL	\$1800

VARIOUS DEPARTMENTS-WAGE INCREASE TRANSFERS On a motion by Paul Hendrickson that was seconded and approved 5-0-0, the transfer of \$89,977 from the Salary Increase Contingency Account to various departments (per the appended schedule) was approved.

APPOINTMENT OF AUDITORS On a motion by Craig Curtis that was seconded and approved 5-0-0, Scully and Wolff, LLP were approved to be the auditors for the town for the upcoming fiscal year.

FINANCIAL REPORTS The BOF reviewed the appended April 2006 Financial reports.

APPROVAL of MINUTES On a motion by Curtis that was seconded and approved 5-0-0, the following minutes were approved:

March 21, 2006
 April 10, 2006
 April 12, 2006
 May 3, 2006

PROPOSED HEALTH DISTRICT Barbara Cook reviewed information concerning the health district and answered board member questions. She indicated that the initial budget numbers for the proposed district continue to be refined. Discussion included the fact that at the 5/15/06 BOS meeting, it was determined that there were too many outstanding questions regarding the Health District for its approval to be voted upon in the next RTM meeting. A vote on the district has been placed on the September 25, 2006 RTM calendar. Seth Morton said that the RTM will review the Health District option as well as look at other options.

OTHER BUSINESS On a motion by Craig Curtis that was seconded and approved 4-0-0, a subcommittee consisting of Peter Hovell, Tom Volpe, Kate Buch and a yet to be named fourth member, will review the 2005 Audit Report by Scully and Wolff, LLP. The subcommittee will report on highlights of the audit at the June 20, 2006 Board of Finance regular meeting.

DRI's desire to have architecturally interesting lampposts installed in the Center Street Parking lot was discussed. Approximately \$15,000 remains in fiscal 05/06 contingency account for DRI. The BOF could vote to transfer this sum to capital at its June meeting. DRI could then contribute this \$15,000 to the capital allocated in the 06/07 budget for the Center Street lighting upgrade (\$75,000).

The BOS may come to the BOF at the June meeting to ask for funds for the Cherry Lawn Fence for the Community Garden. Users of the garden as well as a contractor are anticipated to make contributions toward the cost of this fence.

The meeting was adjourned at approximately 8:30PM.

Martha Banks, Substitute Clerk